



# DEPARTMENT OF ADMINISTRATION

*Depattamenton Atmenestrasion*  
P.O. Box 884 Hagatna, Guam 96932

GENERAL SERVICES AGENCY  
(*AHENSION SETBISION HINIRAT*)  
TELEPHONE (TELEFON): (671) 475-1707/1720



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LIEUTENANT GOVERNOR  
(*SEGUNDO MAGA'LÅHI*)

November 24, 2021

DNA, Inc  
Attn: Melissa T. Rasmussen  
P.O. Box 2830  
Hagatna, Guam 96932  
Tel: (671) 477-9053/54 Fax: (671) 477-9055  
Email: [operationsmanager.dnainc@gmail.com](mailto:operationsmanager.dnainc@gmail.com)

RE: Notice of Intent of Award GSA-073-21 Office Space Lease (GFD Headquarters)

Dear Ms. Rasmussen,

Buenas and *Hafa Adai*! As a result of our analysis on the above reference Invitation for Bid, your offer in the total amount of **\$218,700.00** is being considered for award.

Contract Term: For a period of one (1) year with the option to renew on a year to year basis for four (4) additional years. Term may be renewed yearly with no change in monthly rate throughout the duration of the lease term upon the availability funds. Extensions and Renewals will be at the "Sole Discretion of the Government."

Barring any formal protest lodged, a purchase order will be issued 14 days from the date of this notice. Should there be any formal protest received, General Services Agency will comply with a Stay of Procurement and there will be no further action until the protest is resolved.

Thank you for participating with the Government of Guam procurement. If you have any questions regarding this matter, please contact me at 671-475-1713 or 475-1727.

Sincerely,

Please Print  
Acknowledgement Copy (Re-Fax to GSA)  
Received By: \_\_\_\_\_  
Date: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Fax to: 475-1727 or 472-4217  
Email to: [gsaprocurement@gsadoa.guam.gov](mailto:gsaprocurement@gsadoa.guam.gov)

*for*   
\_\_\_\_\_  
Claudia S. Acfalle  
Chief Procurement Officer